

IG Report

Recommendation No. 13

That the Director of Personnel assemble his Plans and Review Staffs and his SIPS systems personnel, when available, into a consolidated Planning and Systems Staff attached to his immediate office.

This is a logical recommendation. Most Plans Staffs report to the Office Heads and at a later time I may reorganize the office that way. At the present, however, the two staffs under the DD/P&C have been perfectly responsive to my needs to the extent that I would rather not change the organization. I will, of course, make pertinent use of any employees detailed to SIPS when they become available.

Recommendation No. 14

That the Director of Personnel initiate prompt action to ensure positive and continuous control and location of all Official Personnel Files. This should include scheduled physical inventory of files to verify location and control records.

We are investigating a better method of controlling and locating Official Personnel Files. To this extent we have checked with other government agencies as to their methods and are currently investigating the use of a computer-based system.

Recommendation No. 15

a. Review the manpower resources needed by PMCD to carry out its full mission and responsibility and adjust the T/O of PMCD accordingly.

STATINTL

Concur. We have requested additional ceiling positions for FY 1972. Currently we have staffed PMCD with [REDACTED] employees although there is only a personnel ceiling of [REDACTED] allotted.

STATINTL

b. Develop a rotational plan for professional position classifiers.

In consideration that our entire Supervisory Staff will be retiring by 1976, we (1) have returned an experienced classifier who has been on rotation to be prepared for a supervisory position; (2) will in the next month transfer in a competent GS-14 who has had previous PMCD experience as a branch chief, and (3) fill the DC/PMCD position to give more strength to the Division.

c. Assign well qualified young personnel officers to the division.

In the last 13 months there have been seven younger officers transferred into PMCD indicating substantial compliance with the recommendation concerning younger officers.